

MINNESOTA COURT RULES

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GENERAL RULES OF PRACTICE

PART G. APPENDIX OF FORMS

FORM 104 CERTIFICATE OF REPRESENTATION AND PARTIES

State of Minnesota

District Court

JUDICIAL DISTRICT

CASE NO.

COUNTY

CERTIFICATE OF REPRESENTATION AND PARTIES

**** (ONLY THE INITIAL FILING LAWYER/
PARTY NEEDS TO COMPLETE THIS FORM) ****

Date Case Filed: _____ vs. _____

This certificate must be filed pursuant to Rule 104 of the General Rules of Practice for the District Courts, which states: "A party filing a civil case shall, at the time of filing, notify the court administrator in writing of the name, address, and telephone number of all counsel and unrepresented parties, if known (see form 104 appended to these rules). If that information is not then known to the filing party, it shall be provided to the court administrator in writing by the filing party within seven days of learning it. Any party impleading additional parties shall provide the same information to the court administrator. The court administrator shall, upon receipt of the completed certificate, notify all parties or their lawyers, if represented by counsel, of the date of filing the action and the file number assigned."

LIST ALL LAWYERS/PRO SE PARTIES INVOLVED IN THIS CASE.

LAWYER FOR PLAINTIFF(S)

LAWYER FOR DEFENDANT(S)

(if not known, name party and address)

Name of Party

Name of Party

Atty Name (Not firm name)

Atty Name (Not firm name)

Address

Address

Phone Number

Phone Number

MN Atty ID No.

MN Atty ID No.

(Please use other side for additional lawyers/parties).

Date

Filing Lawyer/Party

Lawyer for:

Lawyer for:

Name of Party

Name of Party

Atty Name (Not firm name)

Atty Name (Not firm name)

Address

Address

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Phone Number

MN Atty ID No.

Lawyer for:

Name of Party

Atty Name (Not firm name)

Address

Phone Number

MN Atty ID No.

Phone Number

MN Atty ID No.

Lawyer for:

Name of Party

Atty Name (Not firm name)

Address

Phone Number

MN Atty ID No.